

School Committee Policy Review Subcommittee  
Friday, July 1, 2016  
8:00 AM – 9:30 AM  
5<sup>th</sup> Floor Conference, Town Hall

Policy Review Subcommittee members present: Dr. Jackson (Chairman), Mr. Glover, and Ms. Stone.

School Staff present: Ms. Dunn and Ms. Coyne.

**1) Approval of the Minutes of the June 2, 2016 Policy Review Subcommittee Meeting**

On a motion of Ms. Stone and seconded by Mr. Glover, the Policy Review Subcommittee voted unanimously to approve the minutes of the June 2, 2016 Policy Review Subcommittee meeting.

**2) Review and Proposed Vote on the Proposed Public Schools of Brookline (PSB) Policy on Student Fees, Fines, and Charges**

Dr. Jackson presented the proposed Policy on Student Fees, Fines, and Charges (Attachment A). The proposed policy has been posted for public comment (none received).

On a motion of Ms. Stone and seconded by Mr. Glover, the Policy Review Subcommittee voted unanimously to move the proposed policy to a 2<sup>nd</sup> Reading/Vote by the School Committee on July 11, 2016.

**3) Review and Proposed Vote on the Proposed PSB Financial Assistance Policy**

Dr. Jackson presented the proposed PSB Financial Assistance Policy (Attachment B). Subcommittee members suggested 1) changes to the Determination Status table; 2) adding the following to the Exclusions Section: At the Superintendent's discretion, this financial assistance program may be used to support qualified students in optional trips. Optional activities that receive official sponsorship of the School Committee must comply with equitable access as determined by the School Committee for all students to participate; 3) note that one goal is to ensure that all students and families are treated with dignity in the discussion or disclosure of confidential information; and 4) formatting changes. The changes are reflected in Attachment C. The proposed policy will be posted for public comment.

On a motion of Ms. Stone and seconded by Mr. Glover, the Policy Review Subcommittee voted unanimously to move the proposed policy to a 1<sup>st</sup> Reading by the School Committee on July 11, 2016.

**4) Discussion of the PSB Meal Charges Policy**

Dr. Jackson presented the proposed PSB Meal Charges Policy (Attachment D). The Subcommittee discussed the purpose of the proposed policy (to establish consistent meal account procedures throughout the district and to protect the solvency of the food service revolving fund) and the goals of the proposed policy (to establish a consistent district policy regarding meal charges and collection of charges; ensure all families and students are treated with dignity regarding meal accounts; and ensure compliance with the USDA

regarding charges and balances). An additional goal is to ensure that no student in the PSB shall go without a meal during the school day. It should be clear that once a meal has been served, it will not be taken away. The K-5 and Middle School sections could be combined. The Subcommittee discussed the potential impact of procedural changes. The Subcommittee recommended several additional changes, which are reflected in Attachment E. The Subcommittee will review a revised draft in September.

**5) 2016-2017 Agenda**

Proposed policies for review include Substance Use Prevention and Education, Naloxone Administration, Hazing, Anti-Bullying, Anti-Discrimination and Anti-Harassment Policies.

The meeting adjourned at 9:30 AM.